

## STRATEGIC PARTNERSHIP BOARD

<b>Serviced by:</b>	<i>Quality and Academic Standards Unit</i>
<b>Reports to:</b>	<i>Academic Strategy, Planning and Partnerships Committee (ASPPC)</i>

### 1. Terms of Reference

- 1.1 To review the overall operation and effectiveness of the partnership.
- 1.2 To review partner institution performance and activities, and discuss strategic issues affecting the relationship between the University and the partner institution including the partner institution's HE strategy, development plans, resources and finance.
- 1.3 To share relevant institutional level developments, and other matters of common interest that might impact upon the partnership, with a view to identifying opportunities for further collaboration.
- 1.4 To share relevant information and updates relating to regulatory requirements including OfS requirements around Access and Participation and the Teaching Excellence Framework.
- 1.4 To ensure that there are adequate resources to manage and enhance the partnership, including effective administrative systems.
- 1.5 To monitor the quality of the student experience, utilising available resources such as Annual Monitoring Reports, Assessment Board minutes, External Examiner reports, student feedback and retention, progression, completion, continuation and degree outcome data as appropriate.
- 1.6 To monitor student attendance data as appropriate.

- 1.7 To discuss and agree any actions arising from quality assurance activities including partnership approval, programme validation and revalidation and periodic review.
- 1.8 To review the admissions and marketing arrangements applicable to the partnership.
- 1.9 To review proposals from the partner institution and consider how these might affect the portfolio of awards offered by the University and its other partner institutions.
- 1.10 To consider policy changes imposed by government and/or other external bodies, as they might affect the partnership, with a view to facilitating a consistent response.
- 1.11 To contribute to policy and practice as it relates to the operation and development of the University's institutional partnerships, and provide an opportunity to meet and exchange practice and operational intelligence.
- 1.12 To report to the Academic Strategy, Planning and Partnerships Committee (ASPPC), by way of confirmed minutes, and to Senate via the confirmed minutes of that Committee.

## **2. Membership**

- The Dean of School (Chair)
- All Academic Liaison Tutors associated with the provision
- The Head of Quality and Standards or the University Secretary and Registrar
- Associate Dean (Partnerships)
- A representative from the University's Finance Team, normally the Director of Finance

- Up to three senior representatives from the partner institution (normally the Head of Higher Education or equivalent and two others)
- Up to one additional senior representative from the University at the Chair's discretion
- A member of the Quality and Academic Standards Unit (in attendance)

### 3. Frequency of meetings and Conduct of Business

3.1 The Board will normally meet once each academic year, either physically or virtually. Meetings will normally be organised and hosted by the University.

3.2 The Chair and at least two representatives from each institution will need to be present for the meeting to be quorate.

<b>Issuing Institution</b>	University of St Mark & St John
<b>Issuing Authority</b>	Senate
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	<p>Version 1.2 approved by Chair's Action, 2nd September 2019 and subject to minor amendment, 23rd January 2020.</p> <p>Version 1.3 approved by Chair's Action, 16th September 2020.</p> <p>Version 1.4 approved by Senate, 30th June 2021.</p> <p>Version 1.5 approved by Senate, 6th July 2022.</p> <p>Version 1.6 approved by Senate, 5<sup>th</sup> July 2023, subject to any slight revisions required over the summer to reflect changes to institutional/committee structures.</p> <p>Version 1.7 approved by Senate 18<sup>th</sup> October 2023.</p> <p>Version 1.8 approved by Senate, 3<sup>rd</sup> July 2024.</p>
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